CONCORDIA UNIVERSITY

Council of the Faculty of Engineering and Computer Science

Minutes of Meeting 2003-07

held

Friday, November 21, 2003, 2:00 p.m., H-769

Present:

N. Esmail (Chair)	N. Howe	C. Paradisis
M.O. Ahmad	R. Jaradeh	O.A. Pekau
J. Daigle	F. Khendek	M.D. Pugh
K. Demirli	C. Lam	L. Quesnel
M. Di Pietrantonio (Sec)	H.F. Li	T. Radhakrishnan
R. Dssouli	W.E. Lynch	M. Ren
T. Fancott	B. Mackenzie	Y.R. Shayan
A.M. Hanna	M.K. Mehmet Ali	N. Shiri-Varnaamkhaasti
L. Harris	O. Moselhi	C.W. Trueman
I. Hassan	J. Opatrny	R.G. Zmeureanu
S.V. Hoa	G. Papadakis	

Observers:

S. Ghaderpanah	L. Zack

Regrets:

A.T. Abdel-Hamid	T. Nalbandian	G.H. Vatistas
N. Benjamin	H.B. Poorooshasb	
R. Mizouni	C.Y. Su	

1.   Adoption of Agenda

Motion
03-07-01

That the Agenda be adopted, as submitted *(M.O. Ahmad, S.V. Hoa)*

Vote: Carried unanimously

2.   Adoption of the Minutes of the Closed and Open Session meetings held on October 31, 2003

The following corrections were identified on Page 6, Item 5 of the Open Session meeting regarding undergraduate curriculum changes (ECFC Doc. 2003-06-01A):

- <u>Lengthening the programme to 120 credits</u> should read as follows:

  Students registered in Software Engineering must complete a minimum of 120 credits during four years of full-time study in line with the standard length of four of our other accredited programmes (COEN, ELEC, INDU and MECH).

- <u>CEGEP Math Courses previously prerequisite, made co-requisite</u> should read as follows:

  It was decided for certain courses that some of the CEGEP math prerequisites could be co-requisites, thus making planning easier for students arriving with academic deficiencies. These courses were COMP 228, COMP 238, COMP 248 and COMP 249. Consequently, several other courses which required these four as prerequisites had these co-requisites added as prerequisites to ensure that students did not register for follow on courses without completing the basic Math courses. These follow on courses are COMP 229, COMP 239 and COMP 249.

Motion
2003-07-02

That the Minutes of the Closed and Open Session meetings 2003-06 (October 31, 2003) be adopted, as corrected (W. E. Lynch, R. Dssouli)

Vote: Carried unanimously

3. **Chair's Remarks**

<u>CCPE Survey Report</u>
The Chair advised that the CCPE's preliminary report for 2002 - 2003 was received. According to the Canadian Council of Professional Engineers' survey of 35 engineering schools across the country, Concordia's engineering programs ranked 4th in total student enrollment, following the Universities of Toronto, Waterloo and Alberta. In 1997, Concordia University had placed 12th or 14th based on its enrollment figures.

In terms of size, the report indicates that Concordia's graduate programs ranked first in Canada, followed by the University of Toronto. Therefore, the Faculty's top priority is to work hard at maintaining the quality of our graduate programs to ensure that graduate students remain excellent ambassadors for the Faculty of ENCS and the university at large.

Last year, 42% of Engineering and Computer Science students received a Master's degree at Spring Convocation. Although this percentage represented a record number, only 11 students received Doctoral degrees at Spring Convocation – 1 in Computer Science and 10 in Engineering. The Chair stated that since enrollment figures at the PhD level climbed to 380 this year, the graduation rate is expected to rise in the near future.

Professional Engineering Fair

Concordia University was approached by the Ordre des ingénieurs du Québec (OIQ) to start planning for the 2004 Professional Engineering Fair. In addition, the Chair advised that one of the CCPE's top priorities will be to tackle the issues of ethics and professionalism in engineering schools across the country.

In this regard, engineering schools should provide students with technological knowledge, while instilling the 4 principle values of the engineering profession: competence, responsibility, ethical conduct and social commitment. Consequently, the Engineering Fair, including the four principle values, need to be welded into the ENCS academic programs so that professors will know the details of this event in advance, including which lecture(s) will be moved towards a conference on one of the values.

The Fair will take place on the second week of September 2004. The Chair stated that since this event was the first of its kind in Canada, the Faculty should be proud of Concordia's involvement. Accordingly, the OIQ wants to ensure that other Quebec universities follow suit.

Academic Ethics and Examinations

This year's workshop was a total success and the Chair thanked everyone for their participation. Transcripts of the group discussion will be compiled in the form of a document, for distribution. This information will subsequently be set up as a template, for reference purposes.

The discussion focused mainly on (1) examinations, including exam rooms, cheating, and the availability of professors, and (2) from an academic perspective, how to examine students adequately, the use of the Internet, multiple-choice exams…etc.

The Chair stated that this workshop served to gather a wealth of knowledge on which to build on and develop. As such, the Chair would like to call this event on a yearly basis and progressively build on the information obtained through the group discussions.

New Building

The construction of the new Building has been disappointing as the Fine Arts side is rising faster than the Engineering section, when the opposite was promised. However, although construction of the structure itself is behind schedule, the Chair was assured that the target date for completion of the New Building will be achieved. In this regard, the IT Group will be the first to move in November 2004, followed by the Office of the Dean and the departmental administrative suites, scheduled to move in December 2004. Departments will subsequently move in January 2005.

Executive Planning Session

The Chair announced that he will be attending the annual planning session with the Executive Committee from December 2-4, 2003. The outcome of this session will be discussed upon their return. In the meantime, the Chair advised that if any

Faculty member has questions or concerns to be addressed at the Executive Planning Session, an email should be sent to his attention.

According to the Chair, the focal point of strategic planning will revolve around creating a niche based on the Faculty's future mission and direction. He stated that the Faculty has succeeded to put in place a reasonable infrastructure with all the essential physical, financial and human resources required, namely: a New Building on the rise, an operating budget, enrollment figures ranking Concordia first in Canada, according to the size of its graduate engineering school, and 4th according to its engineering programs, and a target complement of 175 professors and 150 support staff. Therefore, the faculty needs to determine how to build a unique reputation, while clinging to all the important principles of excellence.

In this regard, the goal is to formulate a policy and create a vision reflecting the Faculty's niche at Concordia, with features unlike other engineering schools in Montreal and across Canada.

The Chair welcomes any comments or ideas Faculty members may wish to contribute with regards to establishing the Faculty's niche.

Teaching Assignments

According to the Chair, in order to recognize the number of graduate students professors need to supervise, the Faculty is moving towards a new initiative with respect to teaching assignments. With hiring scheduled to take place in 2004 – 2005, ENCS expects to attain a faculty complement of 175. Once this figure is achieved, the Chair estimates that teaching loads will be calibrated over the next two years following the end of the hiring process.

Therefore, the first group of calibration will occur over the course of 2004 – 2005. The effects of the total number of new hires and the reduction of teaching commitments will be felt by 2005 – 2006, enabling the faculty to attain its pre-defined parameters which constitute 80% full-time teaching and 20% part-time teaching. These parameters are important to attain in order to maintain excellent programs and achieve manageable teaching loads, allowing Faculty members to supervise their graduate students.

4.   **Graduate Curriculum Changes** (ECFC Doc. 2003-07-01)

In the absence of Dr. Vatistas, Dr. Lynch introduced a graduate curriculum change which necessitates that the prerequisite for COMP 5511 be changed from a "C++ course" to a "JAVA course".

The following correction was identified in the Rationale box of **COURSE CHANGE - CALENDAR UPDATE FORM - A:**

-   The second to last sentence should read as follows: **It has been the policy of the Diploma Program Director to insist on an academic course of one semester duration.**

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| Motion 2003-07-03 | *That the graduate curriculum change set out in Document ECFC 2003-07-01 be approved, as corrected* *(T. Fancott, R. Dssouli)* |

Vote: carried unanimously

5. **Election of Faculty Representative on the Search Committee for the Selection of Chair of the Department of Building, Civil and Environmental Engineering**

| Motion 2003-07-04 | *That the nomination of Dr. R. Bhat as Faculty Representative on the Search Committee for the selection of Chair of the Department of Building, Civil and Environmental Engineering be approved by Council* *(T. Fancott, S.V. Hoa)* |

Vote: carried unanimously

6. **Election of Faculty Representative on the Search Committee for the Selection of Chair of the Department of Computer Science**

| Motion 2003-07-05 | *That the nomination of Dr. M. Debbabi as Faculty Representative on the Search Committee for the selection of Chair of the Department of Computer Science be approved by Council* *(R. Dssouli, W.E. Lynch)* |

Vote: carried unanimously

7. **Other Business**

There was no other business to report.

8. **Adjournment**

The meeting was adjourned at 2:35 p.m.

Mary Di Pietrantonio
Secretary of Council